

AMENDMENT  
NATIONAL SPATIAL DATA INFRASTRUCTURE  
PROGRAM ANNOUNCEMENT 00HQPA0004

The following is an amendment to Program Announcement 00HQPA0004 National Spatial Data Infrastructure Competitive Agreements Program. The purpose of the amendment is to add the sixth category for FRAMEWORK DEMONSTRATION PROJECTS: Joint U.S. and Canadian Framework Demonstration Project.

Applicants are advised that this amendment is being issued in order to allow the maximum amount of time for applicants to prepare their applications although the formal Memorandum of Understanding (MOU) authorizing cooperative projects between the U.S. Geological Survey and the Natural Resource Canada has not been signed. An agreement has been reached by both parties as to the content of the MOU, however, the signatures have not been obtained. Therefore, although it is the intention of the U.S. Geological Survey and the Natural Resource Canada to fund one project, applicants must apply at their own risk. It is anticipated that the MOU will be finalized in April, 2000.

The closing date for this project category is the same as the rest of the Program Announcement, April 25, 2000, 4:00 p.m., EDT.

**If you have any questions regarding this amendment, telephone Ms. Kathleen Craig, Contracting Officer at (703) 648-7357.**

**Federal Geographic Data Committee  
National Spatial Data Infrastructure  
Fiscal Year 2000 Cooperative Agreements Program  
Program Announcement Number 00HQPA0004**

**Category 6  
Joint U.S. and Canadian Framework Demonstration Project**

**VI. CATEGORY 6: FRAMEWORK DEMONSTRATION PROJECTS**

**Joint Canadian and U.S. Collaborative Framework Project**

**A. Scope**

Applications of digital geospatial data vary greatly, but users have a recurring need for a few common themes of data. In the framework concept, a geospatial data community can work together to produce and maintain commonly needed data for national, regional, state, and local analysis. Within the geospatial data community, multi-agency, and multi-sector partnerships are being established in local and regional areas to collaboratively leverage resources and funding, and coordinate data collection, utilization, and access. The framework concept builds on these activities by identifying a basic information content, and the technical, operational, and business contexts by which a distributed, collaborative data collection and maintenance effort for the framework would operate.

The evolving framework concept is important to the geospatial data community. The Federal Geographic Data Committee (FGDC) Secretariat and GeoConnections Secretariat are co-sponsoring a joint project (via a Memorandum of Understanding) for the development of framework data. This framework data will cover a continuous piece of geography including both Canada and the U.S., and will enhance further understanding of the complexities, challenges, and effort required in utilizing framework data to address a common issue between the two countries.

This category advances the capacity of communities to create and use basic geospatial data. Projects funded under these categories will demonstrate collaborative GIS approaches and decision-support in solving community issues utilizing basic "framework" data and through the use or refinement of existing FGDC Framework standards. Projects will establish a collaborative process that provides different kinds of organizations and disciplines with the ability to integrate and share framework data.

Please note that under this FY 2000 CAP, applicant organizations may submit only one proposal package. The proposal may address only one of the six project categories.

## B. Framework References

Applicants can find information on spatial data infrastructures through the GeoConnections and FGDC web sites (<http://www.geoconnections.org/> and <http://www.fgdc.gov/>). In particular, applicants should familiarize themselves with the following framework reference sources:

### (1). **U.S. Sources:**

- Federal Geographic Data Committee web site **<http://www.fgdc.gov/>**
- *Framework Introduction and Guide*, FGDC 1997  
**<http://www.fgdc.gov/framework/frameworkintroguide/>**
- *Development of a National Geospatial Data Framework*, FGDC 1995  
**<http://www.fgdc.gov/framework/framdev.html>**

(2). **Canadian Sources:** All the following sources of information can be found through the GeoConnections web site at **<http://www.geoconnections.org/>** (in the opportunities section containing this announcement).

- *Towards a Conceptual Framework Architecture to Support the (CGDI) Framework Data Study*, May 1999
- *Geoconnections Workshop on National Framework Data*, February 1999
- *Data Integration and Tools for Framework Data* Nov. 1998
- *Framework Data* Dec. 1997
- *New & Improved Base Framework for National Atlas Data* Aug. 1999
- *Building the CGDI: Progress Report* June 1998
- *CGDI - Geospatial Information for the Knowledge Economy*
- *Framework Data Node Terms of Reference*

## C. Project Goal

The goal of this project is to stimulate cross-border cooperation over a geographic area through the use of a common geospatial data framework. This project will test methods for building a common framework, stimulate private sector participation, suggest topics for future research and development, and provide guidance on policies and practices for the establishment of an operational framework between the U.S and Canada.

Possible projects that may benefit from cross-border framework cooperation include, but are not limited to:

- Flooding issues in the Red River Valley;
- Environmental issues in the Great Lakes;
- Resource Management issues in the Gulf of Maine; and,
- Fisheries issues in the Pacific Northwest

This project should advance the capacity of a U.S./Canadian community to utilize framework data. Furthermore, the project should demonstrate collaborative approaches in solving community issues utilizing framework data. Participation by different kinds of organizations and disciplines is important, as is the ability to integrate and share framework data among these different users.

#### D. Funding for Program: US/Canadian Support

(1). **U.S funding support** for the project will be provided by the U.S. Geological Survey on behalf of the Federal Geographic Data Committee (FGDC). A total of \$50,000.00 (US Dollars) is available for Fiscal Year 2000. This funding will be given to the lead US organization, and the award document authorizing the funds will be separate from the Canadian agreement authorizing Canadian funds.

(2). **Canadian funding support** for the project will be provided by the Natural Resource Canada, GeoConnections Secretariat. A total of \$50,000.00 (Canadian Dollars) is available for the for Fiscal Year 2000/2001. This funding will be made to the lead Canadian organization and will be awarded by authorized representatives of the Canadian government.

(3). Depending on the proposal merit, one joint project will be funded with each government issuing its own award document. This estimate does not bind the U.S. or Canada to a specified number of awards or to the amount of any award unless that amount is otherwise specified by statute or regulation. This project shall have a start date beginning at the date of the award, and shall be funded for nine months. The projected schedule for review and evaluation of proposals is for May 2000, with award made by May or June 2000. Project work is to commence as soon as the award documents are completed and signed.

#### E. Participants Cost-Share

(1). The **U.S. applicants** must provide 100% in-kind matching funds in U.S. dollars from funds other than those received under this project from the U.S. Geological Survey.

(2). The **Canadian applicants** must provide 100% in-kind matching funds in Canadian dollars from funds other than those received under this project from the GeoConnections Secretariat.

(3). These funds may be in the form of cash and/or in-kind contributions (materials, services, or personnel provided to the proposed project). Existing in-place equipment (unless primarily or exclusively used for the project) is not to be considered acceptable as an in-kind contribution. No geospatial data sets, whether existing or to be acquired, are considered acceptable as an in-kind contribution.

#### F. Disbursement of Funding Support

Applicants must demonstrate that both a lead U.S. organization or agency and a lead Canadian organization or agency are involved in the project. Furthermore, each country's lead organization/agency is required to collaborate with another organization or agency in its respective country. Thus each application will have a minimum of four organizations or agencies—two from Canada and two from the U.S. Funding will be provided only to the lead organization in each country. They in turn, have the responsibility of dispensing the appropriate funds to their collaborating organization(s). Canadian funds are to be spent by Canadian participants and U.S. funds are to be spent by U.S. participants.

#### G. Eligibility Requirements

- (1). Qualified applicants from among American and Canadian organizations include Federal, State, Provincial and local government agencies, educational or academic institutions, private sector firms, utilities, private foundations, not-for-profit organizations, and Native American tribes or First Nations (Canadian Indian) groups in the U.S. and Canada are invited under this Program Announcement.
- (2). At least one participant from each country must be a private sector firm. **In Canada,** the lead organization must be a private sector firm. **In the U.S.,** the private-sector firm can be either the lead or be a collaborating organization.
- (3). Although proposals must demonstrate that at a minimum four (at least two Canadian and two U.S.) organizations are participating in the project, multi-sector partnerships are encouraged. As stated previously, a lead organization for the U.S. and a lead organization for Canada must be identified.
- (4). The application must clearly define the tasks and responsibilities of each collaborative organization. An Agreement of Participation (Attachment R) is required of each organization participating. Each Participating organization shall agree to contribute, in-kind or cash, to the project.

#### H. Unsuitable Applications

- (1). Applications will not be considered for projects on topics not being sought under this Program Announcement. Though integral to many operations, data collection is not considered an appropriate activity for funding under this Program Announcement.
- (2). Applications are sought from U.S. and Canadian organizations. Applications from any other countries (other foreign governments, foreign citizens, educational institutions in foreign countries or firms located in foreign countries) will not be accepted.
- (3). Proposals in which there is a real or an appearance of a conflict of interest will not be accepted.

(4). Applications solely involving the direct procurement of a product or service will not be considered.

(5). Applications that do not meet the requirement for participation/collaboration of other organizations.

#### I. Period of Performance

The project will begin upon completion of the award documents (May or June, 2000). All activities proposed must be completed on or before March 30, 2001.

#### J. Reporting Requirements

Note that travel costs for project participants to attend the three meetings identified in the reporting requirements should be included in the cost proposals. The meeting locations are proposed by the applicant.

Required reports, presentations, and other participatory involvement:

(1). Initial Orientation meeting involving all key project participants, the GeoConnections Secretariat and FGDC Secretariat (Travel by project participants may be required depending on meeting location as proposed by the applicant);

(2). Interim progress report;

(3). Interim progress review meeting (Travel by project participants may be required depending on meeting location as proposed by the applicant); and,

(4). Final technical report of project activities that includes:

(a). Project summary;

(b). Project outcome;

(c). Recommendations for framework development;

(d). Assessment of project success;

(e). Plans for follow-on activities including outreach;

(f). Discussion about user-demand requirements for framework data in a national level spatial data infrastructure; and,

(g). Discussion about commonalities, issues, difficulties, and challenges (both technical and policy) that were encountered.

#### K. Publicity

It's important that project results receive wide dissemination to increase the base of knowledge and experience that can be shared throughout the profession and geospatial community.

Organizations receiving an award are encouraged to publish the results of any work supported under this Program Announcement, without review by the FGDC or GeoConnections. However, publications or other written products resulting from the project must acknowledge the financial assistance of the FGDC or GeoConnections.

- (1). Publication of project results is strongly encouraged;
- (2). Formal oral presentation of the project (travel by project participants will be required, depending on meeting location as proposed by the applicants); and,
- (3). Display the NSDI logo and GeoConnections logo on participating organizations home page and link to the FGDC and GeoConnections Geospatial Data Clearinghouse server if applicable to the project.

#### L. Award Terms and Conditions

(1). Awards made under this Program Announcement to the lead **US organization** shall be administered in accordance with General Terms and Conditions (Attachment E) and Special Terms and Conditions (Attachment F).

(2). Awards made under this Program Announcement to the lead **Canadian organization** shall be administered by the Canadian government in accordance with the following Canadian clauses (to be found at <http://www.pwgsc.gc.ca/sos/apps/sacc/choice-e.html>) :

(a). **Canadian clauses :**

Contracting-Out Policy – Science and Technology XSB003T, 30/08/95  
Standard Acquisition Clauses and Conditions Manual A0000T 13/12/99  
Professional and Research and Development Services 9403-5 21/06/99  
General Conditions, DSS-MAS 9624 XSK001T, 30/08/95  
Work Force Reduction Programs, A9103T, 15/09/97  
Work Force Reduction Program – Details A9106T, 23/11/98  
Vendor Performance XSXA09T, 12/09/96  
Validity of Proposal, XSA010T, 30/08/95  
Rights of Canada XSA011T, 30/08/95  
Incurring of Cost XSA012T, 30/08/95  
GST/HST C2215D, 15/09/97  
Contract Plan and Report Form XSA022T, 30/08/95  
Method of Payment Proposal XSA024T, 30/08/95  
Certifications XSA038T, 30/08/95  
Price Certifications XSA040T, 30/08/95  
Work Force Reduction Programs A9105C, 15/12/95  
Interest on Overdue Accounts XSXA07D, 01/04/96  
International Sanctions K2105D, 30/10/96  
Background Information Development Licence K3025D, 04/01/94

Method of Payment, H4900D, 15/09/97  
Method of Payment H1000D, 21/06/99  
Audit C0705C, 15/06/98

#### M. Instructions for Preparing the Application

The application shall be assembled in the following order:

- (1). **Standard Form SF – 424** *Application for Federal Assistance* (Attachment A): The lead **US organization** should prepare this attachment and should be signed by an individual authorized to commit the applicant.
- (2). **Public Works and Government Services Canada - Request For Proposal** (Attachment S): From the lead **Canadian organization**, a signed copy of the Request for Proposal Form.
- (3). **Standard Form SF – 424A** *Budget Information – Non-Construction Programs* (Attachment B) U.S. organization should prepare this document. Please follow instructions found in section VI.
- (4). **Canadian Applicant Budget Information.** Preparation of the price proposal for Canadian participants - Please include sufficient funds to cover three travel requirements:
  - (a). attendance at an initial program orientation meeting, (b). attendance at a Interim progress review meeting, and (c). a formal oral presentation of project activities at a conference agreed upon between the FGDC/GeoConnections and the award recipient. This meeting location is to be proposed by the applicant.
  - (a). **Basis of Payment:** The pricing basis for the resultant contract may be negotiated between the Contracting Authority and the selected Bidder. Negotiation of the pricing basis may be required normally in accordance with Contract Cost Principles (DSS 1031-2). If the proposed rates are not those negotiated with PWGSC, detailed financial data shall be provided, if requested.
  - (b). **Price Proposal:** The price proposal should contain a detailed breakdown of the total estimated project cost by cost items in a cost reimbursable bid or by individual milestones in a firm price bid and described in your Technical Proposal. Please note that the contractor team cannot submit a price proposal based on average rates. Each contractor team member's workload has to be priced separately using appropriate costing procedures. The total of all contractor team member prices will be the proposed total estimated project cost.
  - (c). **Project Cost Breakdown:** This detailed total estimated project cost breakdown should address, as applicable, but not be limited to, each of the following:



(i.) **Labour:** For each individual to be employed on the project, indicate the proposed hourly or daily rates (including overhead, fringe benefits, but excluding profit), the number of available hours for work each day (if daily rates are proposed), and the estimated time to be spent by each individual for each major activity of each milestone.

(ii.) **Other Direct Charges:**

- **Equipment/Software Rental.** Rental costs will be considered, if included in your price proposal. However, purchase costs for equipment or software are not acceptable and will not be considered. The original purchase price of the equipment or software as well as the number of years of useful life of the equipment or software should be provided with the price proposal. Equipment and software used in the day-to-day business of the organization are covered in the overhead in the labour rates and cannot therefore be considered as in-kind contributions.

- **Materials, Supplies, Components:** Indicate general categories and the pricing basis, inclusive of customs duty and taxes, but exclusive of GST/HST. Indicate whether the items are likely to be used or consumed during the course of the project work.

- **Travel and living expenses:** Indicate the estimated number and cost of trips together with the basis of these costs in accordance with current Treasury Board Travel and Living Guidelines. Alternatively, you may provide a copy of your organization's guidelines as long as they are within the Treasury Board Travel and Living Guidelines.

- **Subcontracts:** Identify potential subcontractors and provide for each the same cost breakdown information detailed herein.

- **Other Charges:** Identify any other direct charges, inclusive of customs duty and taxes, but exclusive of GST/HST, such as long distance communication and rental costs. Please provide the estimated cost of each one, and the relevance to the proposed work.

Profit : Not applicable since proposals are required to be submitted on a cost sharing basis. Foregoing of profit is not allowable as a contribution.

Advance payments : Payment for work not yet performed is not allowable.

(5). **Proposal Information Summary** (Attachment K): This is a summary of your proposal and should follow the format as shown in the attachment. This information will be used on the FGDC and GeoConnections websites and publications. The summary should be in letter-quality type.

## N. Proposal Application Narrative

The application narrative should not exceed 10 pages. There is no limit for supporting documents and related attachments or appendices. Brief and concise proposals are strongly encouraged.

Applicants shall submit an unbound, signed original and 10 rubber banded or binder-clipped copies of the application. The Application Narrative shall not exceed 10 single-spaced pages (including figures and tables), and the type size shall not be smaller than 12 pitch/10 point type. References, appendices, curriculum vitae, letters of support/endorsement, and related documentation are not included within the 10 page limit.

Due to the joint nature of this project, the lead US organization will bear responsibility to meet USGS requirements and the lead Canadian organization will bear responsibility to meet GeoConnections requirements. Separate cost proposals are required for each Canadian/U.S. team.

Applications for funding will be considered in accordance with the following factors set forth below. Proposals should address each of the following factors in the exact headings and sequence as they are listed. If special terms are used (e.g. integration, conflation, transaction etc.) please provide sufficient definition or description of methodology within the context of the project, to permit understanding. The maximum possible score for all selection factors together is 100 points. The application narrative should not exceed 10 pages.

### (1). Project Description – Merit to the Framework (20 points)

Proposals will be evaluated on the quality and relevance of the project to the Framework.

- (a). The proposal should include a concise description of the project; a clear statement of project objectives; an explanation of how, and to what degree, the proposed effort contributes to the development of a joint U.S./Canadian framework and addresses an issue in need of improved cross-border cooperation.
- (b). The proposal should describe efforts to comply with geospatial data standards. Furthermore, the proposal should utilize the FGDC Metadata standard or ISO metadata standard (if available), and describe how geospatial Clearinghouses will be utilized in the project.
- (c). Proposals should describe the extent that the project may stimulate growth of similar efforts and what are the likely benefits. Also, they should include citations of related and ongoing projects and their connection to such ongoing projects.

### (2). Project Approach (20 points)

Applications should outline the steps that will be taken to implement the project.

(a). Proposals will be evaluated on the degree to which they reflect an understanding and detail of the tasks and procedures necessary to accomplish the stated objective. The applicant should describe feasibility and levels of risk associated with this project. The proposal will be evaluated to determine whether the resources identified by the applicant to accomplish the tasks are reasonable relative to the anticipated results, and whether they accurately reflect the level of effort described in the proposal, including the necessary facilities, equipment, and supplies.

(b). Proposals will be evaluated on the adequacy of the methodology to carry out the effort; evidence of adequate planning; effectiveness of the plan of management to assure proper and efficient administration of the project; and quality of the applicant's plans to use its resources and personnel to achieve the project objective.

(c). The work plan should indicate milestones and clearly identified outcomes as a means of assessing progress. In outlining project tasks, indicate resources committed and organizational roles for each task. Please include a Work Plan Milestone Chart (such as Gantt) illustrating major activities and their completion dates as an attachment to the Application Narrative (the milestone chart does not count against the 10 page narrative limit). Please include the reporting requirements (stated below in your milestones).

### (3). Technical/Operational Context (15 points)

The technical approach will be evaluated on its ability to address the framework goals of:

(a). Data integration (horizontal and vertical alignment, scale, conflation, generalization, semantics, format conversion, and assessment of data quality);

(b). Convergence of framework concepts and methodologies between U.S. and Canada;

(c). Maintenance of data including updates and revisions;

(d). Utilization of the Canadian Data Alignment Layer (CDAL); U.S. NSDI framework data themes: geodetic control, cadastral data, hydrography, elevation, government units, transportation, and orthoimagery; and Canadian CGDI framework themes: geodetic reference system, roads, hypsography (DEM), hydrographic layers, and administrative boundaries;

(e). Implementation of standards for framework data and for framework data certification; and,

(f). Use of existing technical tools and services.

(4). Business Context (15 points)

The application should describe the approach proposed to ensure that the project will result in framework data that are widely used and useful–increased framework data accessibility. Innovative approaches are encouraged. These include:

- (a). avoidance of restrictive practices that would inhibit the use of the framework;
- (b). provide information about copyright and intellectual property issues, data limitations, including suggested optimal uses of data, disclaimers and liability;
- (c). be available in public and non-proprietary format(s);
- (d). conform to approved standards, where applicable; and,
- (e). address certification of framework data.

(5). Institutional and Organizational Process (15 points)

Innovative institutional arrangements are needed to ensure a robust and well-maintained framework. Ideally, the framework data for a geographic area will be developed, maintained, and integrated by organizations that produce and make use of data for that area. In addition, there is a need to ensure that geographically-based units of framework data can be integrated to support applications for different or larger geographic areas, in particular between the US and Canada.

- (a). The application should describe the institutional interactions among the project participants for the development, maintenance, and use of framework data;
- (b). The application should describe the means of providing for communication and outreach to stakeholders, such as, web pages, workshops, and informational meetings. Also, the proposal should describe ways to improve project visibility; and,
- (c). The application should describe the degree that the project accommodates the participation of new or other organizations having similar data interests over the project area.

(6). Project Participants/Experience (10 points)

Each project must involve four or more organizations. Proposals will be ranked based on the level and diversity of participation. Applications should clearly define the tasks and responsibilities of each collaborative organization. When these tasks and responsibilities are clearly defined and understood by all parties, the **Agreement of Participation** (Attachment R) should be completed and signed by each participant, and included in the application package.

Proposals will be evaluated to assess the applicant's experience and competence to perform the proposed effort successfully, including the following: the significant qualifications of key personnel to be used in the project; the time that each person named will commit to the project; and whether the staffing is adequate to complete the effort in the designated time frame. Describe experience, special qualifications, and skills held by the staff for performance of the project. If appropriate, the applicant's previous record of performance in conducting similar projects should be mentioned. (Resumes of key personnel may be provided as attachments).

(7). Commitment to Effort (10 points)

Applicants will be evaluated on the extent to which there is a demonstrated capability and willingness to continue the project after the performance period ends including: plans for continued outreach, plans to disseminate project results through a clearinghouse, and the potential to generate more cross border geospatial framework activities. The proposal should show clear intent of strong and continuing organizational willingness to share geospatial data resources between the U.S. and Canada-- including participating in cooperative arrangements with other cross-border organizations.

Evidence of the activity being endorsed and supported (formal Memoranda of Understanding and/or letters of commitment from participating organizations) should be provided as attachments.

O. Application Closing Date and Application Delivery

- (1). **Application Closing Date** – see Section VI. (E.) of the Program Announcement
- (2). **Delivery of Application** – see Section VI. (F.) of the Program Announcement

P. Contact Information

Indicated below for questions concerning the preparation of the application contact:

- (1). U.S. organization applicants:

Ms. Kathleen Craig, Contracting Officer, U.S. Geological Survey  
(703) 648-7357

- (2). Canadian organization applicants:

Tim Ferguson  
(819) 956-1354

**End of Category 6 ---**

--End of Amendment 1 to Program Announcement 00HQPA0004---